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Instructions and problems in guard duty for the private soldier

United States. War Dept, Monroe Crawford Kerth

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WAR DEPARTMENT

CIRCULAR No. 8 : DIVISION OF MILITIA AFFAIRS

Instructions and Problems in Guard Duty for the Private Soldier

PREPARED IN THE DIVISION OF MILITIA AFFAIRS

By CAPT. M. C. KERTH

23d Infantry, U. S. Army

(D. M. A. 7109)

GOVERNMENT PRINTING OFFICE

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CIRCULAR
No. 8.

WAR DEPARTMENT,
DIVISION OF MILITIA AFFAIRS,
Washington, May 14, 1909.

1. The following instructions and problems in guard duty for the private soldier are published for the information of all officers of the Organized Militia and for use by the militia private:

INTRODUCTION.

2. This pamphlet gives all the instructions contained in the Manual of Guard Duty which it is necessary for a PRIVATE to know. Read carefully each paragraph and learn the general orders (pars. 210 and 211) word for word.

3. It is not enough to be able simply to repeat your general orders. You must understand fully what each order means and must know just exactly how to carry it out. When you have learned this, imagine you are on guard and think of different things that might happen. Decide on just exactly what you would do in each case, look up the paragraphs of the Guard Manual that apply, so that you may be sure you are right.

4. Read the problems (p. 34) and study out the solutions by looking up the paragraphs of the Guard Manual. Then compare your solution with the one given in this pamphlet.

5. One of the best ways to learn how to do guard duty is for two or more enlisted men to meet together and each get up problems for the others to solve. If, after referring to the book, you are unable to agree on the correct solution, go to the noncommissioned officers of your company for a decision. If they can not solve the problem themselves, they should consult the company officers. If necessary, the matter should be carried up to higher authority for a decision.

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Extracts from the Manual of Guard Duty, United States Army, 1908.

[The numbers refer to paragraphs in the Manual.]

ROSTERS AND DETACHMENTS.

1. A roster is a list of officers or men for duty, with a record of the duty performed by each. Generally, details for duty are so made that the one longest off is the first for detail. Details so made are said to be made by roster. (A. R., 361.)

2. All details for service in garrison and in the field, except the authorized special and extra duty details, will be by roster; but officers or enlisted men when detailed must serve whether a roster be kept or not. (A. R., 362.)

17. At every military post, and in every regiment or separate command in the field, a post or camp guard will be detailed and duly mounted. It will consist of such number of officers and enlisted men as the commanding officer may deem necessary. It will be commanded by the senior officer or noncommissioned officer on duty therewith, under the supervision of the officer of the day. (See par. 45.)

36. When practicable, each first sergeant publishes at retreat all the details made from the company. He will also post them on the company bulletin board.

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THE COMMANDING OFFICER.

47. If necessary or expedient, the commanding officer may require that no person shall pass a sentinel's post unless passed by an officer or noncommissioned officer of the guard; he should also prescribe how and where soldiers and others shall enter or leave the post or camp.

COMMANDER OF THE GUARD.

63. The senior officer or noncommissioned officer of the guard is commander of the guard.

64. The commander of the guard is responsible for the instruction and discipline of the guard. He will see that all its members are correctly instructed in their orders and duties, and that they understand and properly perform them. He will visit each relief at least once while it is on post, and at least one of these visits will be made between 12 o'clock midnight and daylight.

71. If a sentinel calls: *"The Guard,"* the commander of the guard will at once send a patrol to such sentinel's post. If the danger be great, in which case the sentinel will discharge his piece, the patrol will be as strong as possible.

89. He will see that the orders for each sentinel, either written or printed, are posted in the guardhouse, and, if practicable, in the sentry box or other sheltered place to which the sentinel has constant access. (See par. 42.)

92. He will, when the countersign is used, communicate it to the noncommissioned officers of the guard and see that it is duly communicated to sentinels before the hour for challenging; the countersign will not be given to sentinels posted at the guardhouse.

94. The commander of the guard may permit members of the guard while at the guardhouse to remove their headdress, overcoats, and gloves; if they leave the guardhouse for any purpose whatever, he will require that they shall be properly equipped and armed according to the character of the service in which engaged, or as directed by the commanding officer.

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SERGEANT OF THE GUARD.

115. The senior noncommissioned officer of the guard always acts as sergeant of the guard, and, if there be no officer of the guard, will perform the duties prescribed for the commander of the guard.

131. At night the roll may be called by reliefs and numbers instead of names; thus, the first relief being on post: *Second relief, Corporal; No. 1; No. 2, etc. Third relief, Corporal; No. 1, etc.*

CORPORAL OF THE GUARD.

145. It is the duty of the corporal of the guard to post and relieve sentinels, and to instruct the members of his relief in their orders and duties.

146. Immediately after the division of the guard into reliefs the corporals will assign the members of their respective reliefs to posts by number, and a soldier so assigned to his post will not be changed to another during the same tour of guard duty unless by direction of the commander of the guard or higher authority. Usually experienced soldiers are placed over the arms of the guard, and at remote and responsible posts.

148. As soon as directed by the officer of the guard, the corporal of the first relief posts his relief.

149. The corporal forms his relief, and then commands: *CALL OFF.*

Commencing on the right, the men call off alternately, *rear* and *front rank, "one," "two," "three," "four,"* and so on; if in single rank, they call off from right to left. The corporal then commands:

1. *Right,* 2. *FACE,* 3. *Forward,* 4. *MARCH.*

If formed in single rank, the corporal commands: 1. *Twos right,* 2. *MARCH.*

In wet weather the relief may be marched at *secure arms.*

The corporal marches on the left, and near the rear file, in order to observe the march. The corporal of the old guard marches on the right of the leading file, and

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takes command when the last one of the old sentinels is relieved, changing places with the corporal of the new guard.

150. When the relief arrives at six paces from a sentinel (see par. 223), the corporal halts it and commands, according to the number of the post: ***No.*** (——).

Both sentinels execute port arms or saber; the new sentinel approaches the old, halting about one pace from him. (See par. 215.)

151. The corporals advance and place themselves, facing each other, a little in advance of the new sentinel, the old corporal on his right, the new corporal on his left, both at a right shoulder, and observe that the old sentinel transmits correctly his instructions.

The following diagram will illustrate the positions taken:

R is the relief; A, the new corporal; B, the old; C, the new sentinel; D, the old.

152. The instructions relative to the post having been communicated, the new corporal commands, ***Post;*** both sentinels then resume the right shoulder, face toward the new corporal and step back so as to allow the relief to pass in front of them. The new corporal then commands, 1. ***Forward,*** 2. ***MARCH;*** the old sentinel takes his place in rear of the relief as it passes him, his piece in the same position as those of the relief. The new sentinel stands fast at a right shoulder until the relief has passed six paces beyond him, when he walks his post. The corporals take their places as the relief passes them.

153. The sentinels at the guardhouse are the first relieved; they are left at the guardhouse. All others will march with the relief.

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154. Mounted sentinels are posted and relieved in accordance with the same principles. (See par. 1072, Cav. D. R.)

155. On the return of the old relief, the corporal of the new guard falls out when the relief halts; the corporal of the old guard forms his relief on the left of the old guard, salutes, and reports to the commander of his guard: "*Sir, the relief is present:*" or, "*Sir, (so and so) is absent,*" and takes his place in the guard.

156. To post a relief after the sentinels of the old guard have been relieved, its corporal forms it by the commands:

1. (*Such*) *relief,* 2. *FALL IN;* and if arms are stacked, 3. *Take,* 4. *ARMS.*

The relief is formed in double or single rank (according as the guard is formed) facing to the front, with arms at an *order* (see par. 109); the men place themselves according to the numbers of their respective posts, viz: two, four, six, and so on, in the *front* rank, one, three, five, and so on, in the *rear* rank, or in the order of their respective posts from right to left, according as the relief is in double or single rank. The corporal, standing about two paces in front of the center of his relief, then commands: *CALL OFF.*

The men call off as prescribed. (Par. 149.) The corporal then commands:

1. *Port,* 2. *ARMS,* 3. *OPEN CHAMBER,* 4. *CLOSE CHAMBER,* 5. *Order,* 6. *ARMS;* faces the commander of the guard, executes the rifle salute, reports, "*Sir, the relief is present;*" or, "*Sir, (so and so) is absent,*" and then takes his place on the right at order arms.

157. Having inspected the relief (see par. 86), the commander of the guard directs the corporal, *Post your relief.* The corporal salutes and posts his relief as prescribed (pars. 149 to 153); the corporal of the relief on post does not go with the new relief, except when necessary to show the way.

158. If so directed by the commander of the guard, the corporal, before posting his relief, will command: 1. *With ball cartridges,* 2. *LOAD,* 3. *Order,* 4. *ARMS.*

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159. To dismiss the old relief, it is halted and faced to the front at the guardhouse by the corporal of the new relief, who then falls out; the corporal of the old relief then steps in front of the relief, and commands: 1. ***Port,*** 2. ***ARMS,*** 3. ***OPEN CHAMBER,*** 4. ***CLOSE CHAMBER,*** 5. ***DISMISSED,*** or, 5. ***Order,*** 6. ***ARMS,*** 7. ***Stack,*** 8. ***ARMS,*** 9. ***DISMISSED.***

160. Should the pieces have been loaded before the relief was posted, the corporal will, before dismissing his relief, see that no cartridges are left in the chambers or magazines. The same rule applies to sentinels over prisoners.

161. Each corporal will thoroughly acquaint himself with all the special orders of every sentinel on his relief, and see that each sentinel correctly transmits such orders *in detail* to his successor.

162. He will see that each sentinel, on being posted, clearly understands the limits and extent of his post.

166. Should any sentinel call for the corporal of the guard, the corporal will, in every case, at once and quickly proceed to such sentinel. He will notify the sergeant of the guard before leaving the guardhouse.

169. Should a sentinel call *"Relief,"* the corporal will at once proceed to the post of such sentinel, taking with him the man next for duty on that post. If the sentinel is relieved for a short time only, the corporal will again post him as soon as the necessity for his relief ceases.

170. When the countersign is used, the corporal at the posting of the relief during whose tour challenging is to begin gives the countersign to the members of the relief, excepting those posted at the guardhouse.

171. He will, at the proper time, notify No. 1 of the hour, if sentinels are required to call the hours or half hours of the night.

173. Should the guard be turned out, each corporal will call his own relief, and cause its members to fall in promptly.

174. Tents or bunks in the same vicinity will be designated for the reliefs so that all the members of each relief

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may, if necessary, be found and turnéd out by the corporal in the least time and with the least confusion.

175. When challenged by a sentinel while posting his relief, the corporal commands: 1. ***Relief,*** 2. ***HALT;*** to the sentinel's challenge he answers ***"Relief,"*** and at the order of the sentinel, he advances alone to give the countersign, or to be recognized. When the sentinel says ***"Advance relief,"*** the corporal commands: 1. ***Forward,*** 2. ***MARCH.***

If to be relieved, the sentinel is then relieved as prescribed.

MUSICIANS OF THE GUARD.

184. Musicians of the guard are subject to the orders of none but the commanding officer, the officer of the day, officers and noncommissioned officers of the guard.

185. Unless otherwise directed by the commanding officer, they will remain at the guardhouse during their tour, and will fall in with the guard when it is formed. They form on a line with the front rank of the guard, their left three paces from the right guide.

186. Musicians of the guard sleep at the guardhouse unless otherwise directed by the commanding officer.

187. They will sound all calls prescribed by the commanding officer, and such other calls as may be ordered by proper authority, at such times and places as may be directed.

188. Should the guard be turned out for national or regimental colors or standards, uncased, the field music of the guard will, when the guard presents arms, sound *"To the color,"* or, *"To the standard;"* or, if for any person entitled thereto, the prescribed march, flourishes, or ruffles, as follows:

The President—the President's March.

The General—the General's March.

The Lieutenant General—trumpets sounding three flourishes or drums beating three ruffles.

A major general—two flourishes or two ruffles.

A brigadier general—one flourish or one ruffle.

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To the sovereign or chief magistrate of a foreign state or member of a royal family—the same honors as are paid to the President.

To the Vice President, the members of the Cabinet, the Chief Justice, the President of the Senate, the Speaker of the House of Representatives, American or foreign ambassadors, and governors within their respective States or Territories—the same honors as to the General.

To the Assistant Secretary of War and to American or foreign envoys or ministers—the same honors as to the Lieutenant General.

To officers of the navy—the honors due to their assimilated or relative rank; to officers of marines and volunteers, and militia when in the service of the United States, the honors due to like grades in the regular service; to officers of a foreign service, the honors due to their rank. (See pars. 381, 382, and 383, A. R.)

ORDERLY FOR THE COMMANDING OFFICER.

189. When so directed, the adjutant will select an orderly for the commanding officer from the members of the new guard, an extra man being detailed for guard for this purpose; the selection is usually made during the inspection at guard mounting.

190. That soldier will be chosen who is most correct in the performance of duty and in military bearing, neatest in person and clothing, and whose arms and accouterments are in the best condition. Clothing, arms, and equipments must conform to the regulations prescribing the uniform. If there be doubt as to the relative merits of two or more soldiers, the adjutant may cause them to form in line a few paces in front of the guard, or may proceed to the guardhouse and cause them to form in line a few paces from the guard, after it has been brought to an order. They fall in facing to the front at order arms. The adjutant will cause them to execute the manual of arms, both with and without the numbers, to march, etc., the most proficient being selected as orderly. If doubt still

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exists, he will subject them to a more minute inspection, or may cause them to draw lots. The adjutant will notify the commander of the guard of his selection.

191. When directed by the commander of the guard to fall out and report, the orderly will give his name, company, and regiment to the sergeant of the guard, and, leaving his rifle in the armrack in his company quarters, will proceed at once to the commanding officer, reporting: *"Sir, Private ———, Company ———, reports as orderly."*

192. If the orderly selected be a cavalryman, he will report equipped with saber belt and saber, unless otherwise directed by the commanding officer, first leaving his rifle in the armrack of his troop quarters.

193. In the field, or on the march, the equipment of the orderly will be as directed by the commanding officer.

194. The orderly, while on duty as such, is subject to the orders of the commanding officer only.

195. When ordered to carry a message, he will be careful to deliver it exactly as it was given to him.

196. The orderly may be permitted to sleep in his company quarters, or in such other place as the commanding officer may direct.

197. His tour of duty ends when he is relieved by the orderly selected from the guard relieving his own.

198. The orderly is a member of the guard, and his name, company, and regiment are entered on the guard report and lists of the guard.

199. If the necessities of the service require the habitual detail of other orderlies, they are selected and detailed as prescribed for the orderly for the commanding officer. They are subject to the orders of none but the commanding officer and the officer for whom detailed.

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PRIVATES OF THE GUARD.

200. Without permission from the commander of the guard, members of the guard, except orderlies, will not leave the immediate vicinity of the guardhouse. Permission to leave will not be given except in cases of necessity.

201. Members of the guard, except orderlies, will not remove their accouterments or clothing without permission from the commander of the guard. (See par. 94.)

202. During his tour of guard duty a soldier is subject to the orders of the commanding officer, the officer of the day, the officers and noncommissioned officers of the guard only.

203. When not engaged in the performance of a specific duty, the proper execution of which would prevent it, a member of the guard will salute all officers who pass him. This rule applies at all hours of the day or night.

204. Whenever the guard or a relief is dismissed, each member not at once required for duty will place his rifle in the armracks, if they be provided, and will not remove it therefrom unless he requires it in the performance of some duty.

205. Privates are assigned to reliefs by the commander of the guard, and to posts, usually, by the corporal of their relief. They will not change from one relief or post to another, during the same tour of guard duty, unless by proper authority.

206. Should the guard be formed, soldiers will fall in ranks under arms. At a roll call, each man, as his name or number and relief are called, answers "*Here,*" and comes to *order arms.*

207. No soldier shall hire another to do his duty for him. (Thirty-sixth Article of War.)

208. Any soldier who is found drunk on his guard, party, or other duty, shall suffer such punishment as a court-martial may direct. (Thirty-eighth Article of War.)

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ORDERS FOR SENTINELS ON POST.

209. Orders for sentinels on post are divided into two classes, *general orders* and *special orders.*

210. Sentinels will be required to memorize the following:

My general orders are:

(*a*) *To take charge of this post and all government property in view;*

(*b*) *To walk my post in a military manner, keeping constantly on the alert, observing everything that takes place within sight or hearing;*

(*c*) *To report every breach of orders or regulations that I am instructed to enforce;*

(*d*) *To repeat all calls from posts more distant from the guardhouse than my own;*

(*e*) *To quit my post only when properly relieved;*

(*f*) *To receive, transmit, and obey all orders from and allow myself to be relieved by the commanding officer, officer of the day, an officer or noncommissioned officer of the guard only;*

(*g*) *To hold conversation with no one except in the proper discharge of my duty;*

(*h*) *In case of fire or disorder to give the alarm;*

(*i*) *To allow no one to commit nuisance in the vicinity of my post;*

(*j*) *In any case not covered by instructions, to call the corporal of the guard;*

(*k*) *To salute all officers and colors or standards not cased;*

(*l*) *At night to exercise the greatest vigilance. Between retreat* (*or* —— *o'clock,* naming the hour designated by the commanding officer) *and broad daylight* (*or* —— *o'clock,* naming the hour designated by the commanding officer), *challenge all persons seen on or near my post, and allow no person to pass without proper authority.*

211. In addition to the foregoing, sentinels posted at the guardhouse or guard tent will be required to memorize the following:

(*m*) *Between reveille and retreat, to turn out the guard for all persons entitled to the compliment, for all colors or stand-*

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ards not cased, and for all armed parties approaching my post, except troops at drill and reliefs or detachments of the guard.

(*n*) *At night, after challenging any person or party, to advance no one, but call the corporal of the guard, repeating the answer to the challenge.*

212. A sentinel on post is not required to halt and change the position of his rifle on arriving at the end of his post, nor to execute *to the rear, march,* precisely as prescribed in the drill regulations, but faces about *while marching* in the way most convenient to him, and either to the right-about or left-about, and at any part of his post, as may be best suited to the proper performance of his duties. He carries his rifle on either shoulder, and in wet or severe weather, when not in the sentry box, may carry it at a secure.

213. Sentinels, when in sentry boxes, stand at ease. Sentry boxes will be used in wet weather only, or at other times when specially authorized by the commanding officer.

214. In very hot weather, sentinels may be allowed to stand at ease on their posts, provided they can in this position effectively discharge their duties. Sentinels will be allowed to take advantage of this privilege only on the express authority of the commander of the guard or the officer of the day.

215. When calling for any purpose, challenging, or holding communication with any person, a dismounted sentinel, armed with the rifle or saber, will take the position of port arms or saber. At night a dismounted sentinel, armed with the pistol, takes the position of raise pistol in challenging or holding communication. A mounted sentinel in the daytime does not ordinarily draw his weapon in calling or in holding communication; but, if drawn, he holds it at advance rifle, raise pistol, or port saber, according as he is armed with the rifle, pistol, or saber. At night, in challenging and in holding communication, he has his

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weapon at advance rifle, raise pistol, or port saber, according as he is armed with the rifle, pistol, or saber.

216. A mounted sentinel will not dismount, without authority, while on duty as a sentinel.

217. A sentinel will quit his piece on an explicit order from any person from whom he lawfully receives orders while on post; under no circumstances will he yield it to any other person. Unless necessity therefor exists, no person will require a sentinel to quit his piece, even to allow it to be inspected.

218. A sentinel will arrest suspicious persons prowling about the post or camp at any time, all parties to a disorder occurring on or near his post, or any, except authorized persons, who attempt to enter the camp at night, and will turn over all persons arrested to the corporal of the guard.

219. He will at once report to the corporal of the guard every unusual or suspicious occurrence noticed.

220. If relief becomes necessary, by reason of sickness or other cause, the sentinel will call, *"Corporal of the guard, No.* (—)*; Relief,"* giving the number of his post.

221. To call the corporal of the guard for any other purpose than for relief, the sentinel will call, *"Corporal of the guard, No.* (—)," adding the number of his post. In no case will the sentinel call, *"Never mind the corporal;"* nor will the corporal heed such call if given.

222. Whenever relieved, a sentinel will repeat, *in detail,* to his successor, all special orders relating to his post.

223. If a sentinel is to be relieved, he will halt and face toward the relief with arms at a right shoulder, when the relief is thirty paces from him. He will come to port arms with the new sentinel. The old sentinel, under the supervision of both corporals, gives in a low tone his instructions to the one taking post. (See pars. 150 and 215.)

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ORDERS FOR SENTINELS EXCEPT THOSE AT THE POST OF THE GUARD.

224. In case of fire, the sentinel will call, *"Fire, No. (—),"* adding the number of his post; if possible, he will extinguish the fire by his own efforts. In case of disorder he will call, *"The guard, No. (—),"* adding the number of his post. If the danger be great, he will in either case discharge his piece before calling.

NIGHT ORDERS.

225. A sentinel will not permit any person to approach so close as to prevent the proper use of his own weapon before recognizing the person or receiving the countersign.

226. Between retreat (or the hour designated by the commanding officer) and broad daylight (or the hour designated by the commanding officer), if a sentinel sees any person or party on or near his post, he will advance rapidly along his post toward such person or party, and when within about thirty paces will challenge sharply, *"Halt. Who is there?"* He will place himself in the best position to receive or, if necessary, arrest the person or party.

227. In case a mounted party be challenged, the sentinel will call, *"Halt. Dismount. Who is there?"*

228. A sentinel will not divulge the countersign to anyone except the sentinel who relieves him, or to a person from whom he properly receives orders, on such person's verbal order given personally. Privates of the guard will not use the countersign except in the performance of their duties while posted as sentinels.

229. *Forty-fourth Article of War.*—Any person belonging to the armies of the United States who makes known the watchword to any person not entitled to receive it, according to the rules and discipline of war, or presumes to give a parole or watchword different from that which he received, shall suffer death, or such other punishment as a court-martial may direct.

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230. The sentinel will suffer one only of any party to approach him for the purpose of giving the countersign, or, if no countersign be used, of being duly recognized. When this has been done, the whole party is advanced, i. e., allowed to pass.

231. In all cases the sentinel must satisfy himself beyond a reasonable doubt that the parties are what they represent themselves to be, and have a right to pass. If he be not satisfied, he must cause them to stand, and call the corporal of the guard. So, likewise, if he have no authority to pass persons with the countersign, or when the party challenged has not the countersign, or gives an incorrect one.

232. When two or more persons approach in one party, the sentinel, on receiving an answer that indicates that some one in the party has the countersign, will say, *"Advance one with the countersign,"* and, if the countersign is given correctly, will then say, *"Advance (so and so),"* repeating the answer to his challenge. Thus if the answer be *"Relief (Friends with the countersign, Patrol, etc.),"* the sentinel will say, *"Advance one with the countersign;"* then, *"Advance relief (friends, patrol, etc.)."*

233. If a person having the countersign approach alone, he is advanced to give the countersign. Thus: If the answer be *"Friend with the countersign* (or *Officer of the day,* or *etc.*)," the sentinel will say, *"Advance, friend* (or *officer of the day,* or *etc.*), *with the countersign;"* then, *"Advance, friend* (or *officer of the day,* or *etc.*)."

234. If two or more parties approach a sentinel's post from different directions at the same time, all such parties are challenged in turn. The senior is first advanced, in accordance with the foregoing rules.

235. If a party be already advanced, and in communication with a sentinel, the latter will challenge any other party that may approach; if the party challenged be senior to the one already on his post, the sentinel will advance such party at once. The senior may allow him to advance any or all of the other parties; otherwise, the sentinel will not advance any of them until the senior

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leaves him. He will then advance the senior only of the remaining parties, and so on.

236. The following order of rank will govern a sentinel in advancing different persons or parties approaching his post at night: Commanding officer, officer of the day, officer of the guard, officers, patrols, reliefs, noncommissioned officers of the guard in the order of rank, friends.

237. The sentinel will never allow himself to be surprised, nor permit two parties to advance upon him at the same time.

238. If no countersign be used, the rules for challenging are the same. The rules for advancing parties are modified only as follows: Instead of saying *"Advance (so and so) with the countersign,"* the sentinel will say *"Advance (so and so) to be recognized."* Upon recognition the sentinel will say, *"Advance (so and so)."*

239. When not in the presence of the enemy, sentinels may be required to call the hours and half hours between the time when challenging begins and reveille.

When this is required, they will call successively in the numerical order of their posts, beginning at the guardhouse (see par. 251), each one giving the number of his post, repeating the hour of the night, then adding: *"All's well."* Thus: *"No. 2, half past eleven o'clock. All's well,"* This call should be made, and the number of the post and the hour announced in a clear and distinct manner, without unduly prolonging the words.

240. In case any sentinel fails to call off, the one next preceding him will repeat the call; if the call is not taken up within a reasonable time, he will call the corporal of the guard, and report the facts.

ORDERS FOR SENTINELS AT THE POST OF THE GUARD.

241. Between reveille and retreat, the sentinel at the post of the guard will turn out the guard on the approach of any of the persons or parties entitled to the compliment. (See pars. 265, 267 to 270.)

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242. The following examples illustrate the manner in which a sentinel at the post of the guard turns out the guard: *"Turn out the guard, commanding officer;" "Turn out the guard, Governor of Territory;" "Turn out the guard, national colors;" "Turn out the guard, armed party,"* etc.

At the approach of the new guard at guard mounting, the sentinel will call, as in the last example: *"Turn out the guard, armed party."*

243. Should the person named by the sentinel not desire the guard formed, he will salute, whereupon the sentinel calls, *"Never mind the guard."*

244. After having called, *"Turn out the guard,"* the sentinel will not, in any case, call, *"Never mind the guard,"* on the approach of an armed party.

245. Though the guard be already formed, he will not fail to call, *"Turn out the guard,"* as required in his general orders, except as provided in paragraph 246.

246. If two or more persons entitled to the compliment approach at the same time, the sentinel will call for the senior only; if the senior does not desire the guard formed, the sentinel then calls, *"Never mind the guard."* The guard will not be turned out for an officer while a senior entitled to the compliment is at or coming to the post of the guard.

247. The sentinels at the post of the guard will warn the commander of the approach of any armed body and of the presence in the vicinity of all suspicious or disorderly persons. They will not permit enlisted men to pass without reporting, unless orders to the contrary have been given by the commanding officer.

248. In case of fire or disorder in sight or hearing, the sentinel at the guardhouse will call the corporal of the guard and report the facts to him.

NIGHT ORDERS.

249. After receiving an answer to his challenge, the sentinel calls, *"Corporal of the guard (so and so),"* repeating the answer to his challenge. He does not in such cases repeat the number of his post.

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250. He remains in the position assumed in challenging until the corporal has recognized and advanced the person or party challenged, when he resumes walking his post; if the person or party be entitled thereto, he salutes and, as soon as the salute is acknowledged, resumes walking his post.

251. In calling the hours of the night, No. 1 will, at the direction of a noncommissioned officer of the guard, call, *"No. 1, (such) o'clock."* After the call has passed around the chain of sentinels he will call *"All's well."*

In the event of such a disposition of posts that the call of the sentinel whose post is last in numerical order can not be heard by No. 1, the call *"All's well"* may be returned along the line to the sentinel whose voice can be heard at the post of the guard.

COMPLIMENTS FROM SENTINELS.

252. Sentinels will salute as follows: A dismounted sentinel armed with the rifle or saber salutes by presenting arms; if otherwise armed he salutes with the right hand.

A mounted sentinel, if armed with the saber and the saber be drawn, salutes by presenting saber; otherwise, he in all cases salutes with the right hand.

253. To salute, a dismounted sentinel halts and faces outward, his piece at a right shoulder or his saber at a carry, as the person or party entitled to salute arrives within about thirty paces.

If the officer approaches along the post, the salute will be given when the officer arrives at the distance of about six paces.

If he passes in front of the sentinel, but not along the post, he is saluted just before he passes the sentinel's front.

If he crosses the post, he is saluted just before he crosses.

The sentinel will remain at the present until his salute is returned, or until the person saluted has passed.

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He resumes walking his post when the person saluted has passed about six paces beyond him.

If an officer passes in rear of the post he is not saluted, but the sentinel stands facing outward until the officer has passed about six paces.

254. A sentinel in a sentry box, armed with the rifle, stands at attention at an order on the approach of a person or party entitled to salute, and salutes by presenting arms in accordance with the foregoing rules.

If armed with the saber, he stands at the carry and salutes as before.

255. A mounted sentinel on a regular post halts, faces outward, and salutes in accordance with the foregoing rules; if doing patrol duty, he salutes but does not halt unless spoken to.

256. Sentinels salute, in accordance with the foregoing rules, all persons and parties entitled to compliments from the guard (pars. 265, 267, 268, 270); officers of the Army Navy, and Marine Corps; military and naval officers of foreign powers; officers of volunteers and militia, when in the service of the United States.

257. A sentinel salutes as above prescribed when an officer comes on his post; if the officer holds communication with the sentinel, the sentinel salutes again when the officer leaves him.

During the hours when challenging is prescribed, the first salute is given as soon as the officer has been duly recognized and advanced. A mounted sentinel armed with the rifle or pistol, or a dismounted sentinel armed with the pistol, does not salute after challenging. He stands at advance rifle or raise pistol until the officer passes.

258. In case of the approach of an armed party of the guard, the sentinel will halt when it is about thirty paces from him, facing toward the party, with his piece at the right shoulder. If not himself relieved, he will, as the party passes, place himself so that it will pass in front of him; he resumes walking his post when the party has passed six paces beyond him.

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259. Except as provided in paragraphs 256 and 258, sentinels do not halt or salute on the approach of any armed or unarmed body of troops, unless the same are commanded by a commissioned officer.

260. The rules for saluting applicable to sentinels over prisoners are prescribed in paragraph 360.

261. Saluting distance is the limit within which individuals and insignia of rank can be readily recognized; it is assumed to be about thirty paces.

262. An officer is entitled to the compliments prescribed whether in uniform or not.

263. If an officer or group of officers remain on or near a sentinel's post, the sentinel salutes but once; after that he walks his post.

264. A sentinel in communication with an officer will not interrupt the communication to salute a junior, unless directed by the senior to do so.

COMPLIMENTS FROM GUARDS.

265. Between reveille and retreat, the guard of a post or camp turns out and presents arms to the following: The President; sovereign or chief magistrate of a foreign country and members of a royal family; Vice President; President of the Senate; American and foreign ambassadors; members of the Cabinet; Chief Justice; Speaker of the House of Representatives; committees of Congress officially visiting a military post; governors within their respective States or Territories; governors general;[a] Assistant Secretary of War officially visiting a military post; all general officers of the Army; general officers of a foreign service visiting a post; naval, marine, volunteer, and militia officers in the service of the United States and holding the relative rank of general officer; American and foreign envoys or ministers; ministers resident accredited to the United States; chargés d'affaires; consuls general accredited to

[a] The term "governors general" shall be taken to mean administrative officers under whom officers with the title of governor are acting.

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the United States; commanding officer of the post or camp; officer of the day.

266. The relative rank between officers of the Army and Navy is as follows: General with admiral, lieutenant general with vice admiral, major general with rear admiral, brigadier general with commodore,[a] colonel with captain, lieutenant colonel with commander, major with lieutenant commander, captain with lieutenant, first lieutenant with lieutenant (junior grade), second lieutenant with ensign. (A. R., 12.)

267. Guards will turn out and present arms when the national or regimental colors or standards, not cased, are carried past by a color guard or any armed party. This rule applies also when the party carrying the colors is at drill. If the drill is conducted in the vicinity of the guardhouse, the guard will be turned out when the colors first pass and not thereafter.

Colors and standards when cased will not be saluted, nor will the guard turn out for them.

268. All guards will turn out under arms when armed parties, except troops at drill and reliefs or detachments of the guard, approach their posts. To parties commanded by commissioned officers they will present arms, officers saluting.

269. The old guard will turn out and present arms on the approach of the new guard, and the new guard will present arms as the old guard marches past, commanders of both guards saluting in both cases, whatever be the grade of either commander.

270. In case the remains of a deceased officer or soldier are carried past, the guard will turn out and present arms.

271. The commander of an armed party should have his command at attention before returning the salute of a guard or sentinel and until he has passed six paces beyond the guard or sentinel.

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[a] The grade of commodore ceased to exist as a grade of rank on the active list in the Navy of the United States on March 3, 1899. By section 7 of the act of March 3, 1899, the nine junior rear admirals are authorized to receive the pay and allowances of a brigadier general of the Army.

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272. Guards will, subject to the provisions of paragraph 81, turn out and present arms to persons entitled to the compliment as often as they pass. The personal guard of a general officer will turn out to him and to his superiors in rank only.

273. Guards do not turn out as a matter of compliment after sunset, nor will any compliments be paid by the guard as a formed body between retreat and reveille, except as provided in paragraph 269.

274. From reveille until retreat is the interval between the firing of the morning and the evening gun; or if no gun be fired it is the interval between the sounding of the first note of the reveille, or the first march, if marches be played, and the last note of the retreat.

275. A guard may be turned out between retreat and reveille by direction of any person entitled to inspect it.

276. All guards and sentinels will salute the civil officers of the United States or foreign powers enumerated in paragraph 265; and will pay to all officers in the military or naval service of foreign powers, officers of the Navy or Marine Corps, and officers of militia or volunteers when in the service of the United States, the compliments directed to be paid to officers of the Army of corresponding rank. (See par. 266.)

SPECIAL ORDERS.

277. Special orders define the duties to be performed by a sentinel on a particular post, and are prescribed by the commanding officer.

278. The number, limits, and extent of his post will invariably constitute part of the special orders of every sentinel on post. The limits of his post should be so defined as to include every place to which he is required to go in the performance of his duties.

279. The sentinel at the commander officer's tent will warn him, day or night, of any unusual movement in or about the camp.

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280. Special orders for sentinels over the colors and over prisoners will be found in paragraphs 289 and 359 to 363, inclusive.

COLOR LINE AND SENTINELS.

281. A sufficient number of sentinels is placed on the color line to guard the colors and stacks.

282. In camps of instruction, the proper number of sentinels for the color line will be selected from the guard by the adjutant at guard mounting, the required number of extra men being detailed for guard for this purpose. They are designated *color sentinels*, and are selected in the manner prescribed for the selection of the orderly for the commanding officer. (See par. 190.)

283. Color sentinels so selected are on post only so long as the stacks are formed. If necessary, their places are taken at night by the other sentinels posted on the color front or on the flanks.

284. When stacks are broken, the color sentinels may be permitted to return to their respective companies. They are required to report in person to the commander of the guard at reveille and retreat. They will fall in with the guard, under arms, at guard mounting.

285. Color sentinels are not placed on the regular reliefs, nor are their posts numbered. In calling for the corporal of the guard, they call, "*Corporal of the guard. Color line.*"

286. The time of walking post on the color line is equally divided among the color sentinels by the commander of the guard.

287. A color sentinel on post is subject to and will observe all the general orders prescribed for sentinels on other posts.

288. Officers or enlisted men passing the uncased colors will render the prescribed salute; with no arms in hand, the salute will be made by uncovering. If the colors are on the stacks, the salute will be made on crossing the color line, or on passing the colors. (A. R., 383.)

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SPECIAL ORDERS FOR COLOR SENTINELS.

289. A sentinel placed over the colors will not permit them to be moved, except in the presence of an armed escort. Unless otherwise ordered by the commanding officer he will allow no one to touch them but the color bearer, or a noncommissioned officer of the guard.

He will not permit any soldier to take arms from the stacks, or to touch them, except by order of an officer, or a noncommissioned officer of the guard.

If any person passing the colors or crossing the color line fails to salute the colors, the sentinel will caution him to do so, and if the caution be not heeded, he will call the corporal of the guard and report the facts.

SUPERNUMERARIES.

290. Supernumeraries will not be allowed to leave the camp or garrison; they will hold themselves constantly in readiness for detail as members of the guard. They will not, however, be excused from ordinary camp or garrison duties, but will not be detailed for anything that may interfere with their duties as supernumeraries. (See pars. 32 to 34.)

PRISONERS.

314. A prisoner under charge of a sentinel will not salute an officer.

SPECIAL ORDERS FOR SENTINELS IN CHARGE OF PRISONERS.

359. The sentinel at the post of the guard has charge of the prisoners. He will allow none to escape or to cross his post leaving the guardhouse, except under proper guard and passed by a noncommissioned officer of the guard.

He will allow no one to communicate in any way with prisoners without permission from proper authority.

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He will at once report to the corporal of the guard any suspicious noise made by prisoners.

He must be prepared to tell, whenever asked, how many prisoners are in the guardhouse, and how many are at work, or elsewhere.

Whenever prisoners pass his post, returning from work, he will halt them and call the corporal of the guard, notifying him of the number of prisoners so returning. Thus: *"Corporal of the guard, (so many) prisoners."*

He will not allow any prisoners to pass into the guardhouse until the corporal of the guard has responded to the call and ordered him to do so.

360. A sentinel in charge of prisoners at work will not suffer them to escape nor allow them to converse with each other, nor with any person without permission from proper authority. He will not himself speak to them, except in the execution of his duty. He will see that they do not straggle and are orderly in deportment, and that they keep constantly at work.

He will keep his prisoners constantly in front of him, and never allow them to walk at his side or in his rear. He will not at any time lose sight of them. When an officer approaches, or when he approaches an officer within six paces, he will salute with the rifle salute, taking care to keep his prisoners constantly in front of him.

It is proper, however, in the discretion of the commanding officer, to direct that sentinels in charge of prisoners render no compliment, when such orders are necessary in order that the sentinel may not have his attention diverted from the prisoners under his charge, and that he may be held to strict accountability for their safekeeping in situations favorable for escape.

361. If a prisoner attempts to escape, the sentinel will call *"Halt."* If he fails to halt when the sentinel has once repeated his call, and if there be no other possible means of preventing his escape, the sentinel will fire upon him. * * *

362. On approaching the post of the sentinel at the guardhouse, a sentinel in charge of prisoners will halt

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them and call, *"No. I, (so many) prisoners."* He will not allow them to cross the post of the sentinel until so directed by the corporal of the guard.

363. Sentinels placed over prisoners for work will receive specific and explicit instructions covering the required work; they will be held strictly responsible that the prisoners under their charge properly and satisfactorily perform the designated work.

GUARD PATROLS.

364. A guard patrol is a small detachment of two or more men detailed to observe and procure information of the enemy, or for the performance of some special service connected with guard duty. Patrols are usually detailed from the guard and receive instructions from its commander.

365. If the patrol be required to go beyond the chain of sentinels, the officer or noncommissioned officer in command will be furnished with the countersign, and the outposts and sentinels warned.

366. If challenged by a sentinel, the patrol is halted by its commander, and the noncommissioned officer accompanying it advances alone and gives the countersign.

COUNTERSIGNS AND PAROLES.

367. A *countersign* is a word given daily from the principal headquarters of a command to aid guards and sentinels in identifying persons who may be authorized to pass at night.

368. It is given to such persons as are entitled to pass and repass sentinels' posts during the night, and to officers, noncommissioned officers, and sentinels of the guard.

369. The *parole* is a word used as a check on the countersign in order to obtain more accurate identification of persons. It is imparted only to those who are entitled to inspect guards and to commanders of guards. * * *

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370. * * * Persons whose sole means of identification is the countersign, or concerning whose authority to pass there is a reasonable doubt, should not be allowed to pass without the authority of the corporal of the guard after proper investigation; the corporal will take to his next superior any case that he himself is not competent to decide.

371. The *countersign* is usually the name of a battle; the *parole* that of a general or other distinguished person.

375. In addition to the countersign, use may be made of preconcerted signals, such as striking the rifle with the hand or striking the hands together a certain number of times, as agreed upon. Such signals may be used by the guards throughout the same general command or by those guards only that occupy exposed points.

They are made before the countersign is given, and must not be communicated to any person not authorized to know the countersign. Their use is intended to prevent the surprise of a sentinel.

376. In the daytime, signals, such as raising a cap or a handkerchief in a prearranged manner, may be used by sentinels to communicate with the guard or with each other.

MISCELLANEOUS.

377. All persons, of whatever rank in the service, are required to observe respect toward sentinels.

380. Answers to a sentinel's challenge intended to confuse or mislead him are prohibited, but the use of such an answer as *"Friends with the countersign"* is not to be understood as misleading, but is the usual answer made by officers, patrols, etc., when the purpose of their visit makes it desirable that their official capacity should not be announced.

FLAGS.

430. At every military post or station the flag will be hoisted at the sounding of the first note of the reveille, or of the first note of the march, if a march be played before

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the reveille. The flag will be lowered at the sounding of the last note of the retreat, and while the flag is being lowered the band will play "The Star Spangled Banner," or, if there be no band present, the field music will sound "to the color." When "to the color" is sounded by the field music while the flag is being lowered the same respect will be observed as when "The Star Spangled Banner" is played by the band, and in either case officers and enlisted men out of ranks will face toward the flag, stand at attention, and render the prescribed salute at the last note of the music. (A. R., 441.)

The lowering of the flag is so regulated as to be completed at the last note.

437. The sentinel at the guardhouse, or the sentinel nearest the flagstaff, will report at once to the corporal of the guard any danger to the flag, from loosened halyards, or from entanglement with either halyards or staff.

438. When practicable, a detail consisting of a noncommissioned officer and two privates of the guard will raise or lower the flag. This detail wears side arms, or if the special equipments do not include side arms, then belts only.

The noncommissioned officer, carrying the flag, forms the detail in line, takes his post in the center and marches it to and from the staff. The flag is then securely attached to the halyards, and is rapidly hoisted. (Par. 430.) The halyards are then securely fastened to the cleat on the staff.

The flag should always be hoisted or lowered from the leeward side of the staff, and the halyards should be held by two persons.

439. When the flag is to be lowered, the halyards are loosened from the staff and made perfectly free. At retreat the flag is lowered at the sounding of the last note of the retreat. It is then neatly folded, and the halyards are made fast. The detail is then reformed and marched to the guardhouse, where the flag is turned over to the commander of the guard.

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REVEILLE AND RETREAT GUN.

440. The morning and evening gun will be fired by a detachment of the guard, consisting, when practicable, of a corporal and two privates. The morning gun is fired at the first note of the reveille, or, if marches be played before the reveille, it is fired at the commencement of the first march. The retreat gun is fired at the last note of the retreat.

The corporal marches the detachment to and from the piece, and the piece is fired, sponged out, and secured under his direction.

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Problems in Guard Duty.

1. How can you prepare yourself for guard duty?
2. If you need any information, to whom can you go for instruction?
3. How are you notified that you are detailed for guard duty?

Suppose you had just marched on guard and your relief was not on post.

4. You set your rifle up against a near-by tree, took off your hat, loosened your cartridge belt, and unbuttoned the top button of your blouse. Was this proper? Why?
5. One of the privates of the guard left the guard tent to get some tobacco from his own tent. Was this proper?
6. The corporal of the guard told you to go and get your blanket. Would you take your rifle with you?
7. While you were getting your blanket, your first sergeant ordered you to stop talking so loudly and to help police the grounds about the company camp. What would you do?
8. A corporal of the guard, but not the corporal of your relief, ordered you to get a broom and sweep up about the guard tent. Would you do it?
9. The corporal of your relief (the second) came to the guard tent and said "Second relief, fall in." You are No. 3. What do you do?

Assume you are No. 3, and are walking your post; it is about 10 a. m.

10. You put your cap on the back of your head, and walk in a slouching manner, your gun at a left shoulder. Is this correct?

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11. You see an officer walking along your post toward you. State just what you would do, assuming he stopped to talk to you and then left you.

12. You hear the sentinel on No. 8 cry out "Corporal of the guard, No. 8." What do you do?

13. The officer of the day comes up and says to you, "What are your orders?" What is your answer?

14. Three drunken teamsters get into a fight near your post. What do you do?

15. You see an officer about fifty paces away come out and sit down in a chair just inside your post. What do you do?

16. You notice a small fire in the dry grass near your post. What do you do?

17. There is a storehouse near your post. Through one of its windows you notice that the building is on fire. What do you do?

18. You have orders to allow no one to remove any of the rations in a tent near your post, except in the presence of the regimental commissary-sergeant. Some soldiers drive up in a wagon. One of them says he is the commissary-sergeant and is after rations. You do not know him, but he wears the chevrons of a commissary-sergeant. What do you do?

19. It becomes necessary for you to be relieved in order to go to the sink. What do you do?

20. The weather being very hot, you halt on your post in the shade of a tree and stand at ease. Is this proper?

21. Some civilians pass along the path in front of your post carrying a large American flag. What do you do?

22. You have orders not to allow anyone, except officers, to cross your post. You are relieved from guard by order of the officer of the guard and placed in confinement because a civilian slipped across your post without your knowing anything about it. Can you be held responsible for this?

23. You are at port arms talking to the corporal of your relief. You see an officer thirty paces away approaching your post. What do you do?

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24. You have been walking your post for about two hours and you see the corporal with the next relief marching toward you. Tell just exactly how you are relieved.

25. Assume you are walking post at retreat. What should you do while the musicians sound retreat and while the Star Spangled Banner is being played?

Assume you are No. 3 and are walking post. It is about midnight. You have orders to challenge between taps and broad daylight and to allow no person to cross your post between these hours, except commissioned officers. No countersign is used.

26. You see some one walking toward you about fifty paces away (the person is an enlisted man, and in answer to your challenge says he is a "friend"). Describe fully just what you would do.

27. Suppose there were three persons instead of only one, and in answer to your challenge you received the reply "Officers of the camp." Describe fully what you would do.

28. You see a person approaching your post. You halt him and he starts to run. What do you do?

29. The sergeant of the guard is talking to you. You see some one else approaching your post. What do you do?

30. It begins to rain. You get in a sentry box and remain there more than an hour, though you can see only a part of your post in the darkness. Are you responsible for your whole post or only the portion you can see?

31. You hear the sentinel on No. 2 cry out "No. 2. Half past 1 o'clock. All's well." What do you do?

32. You have halted and advanced a person to be recognized who said he was an officer. He has on an officer's uniform. You think you recognize him as one of the men you saw during the day leading a mob. What do you do?

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Assume you are a sentinel on No. 1, posted at the guard tent. It is about noon.

33. You see a column of armed cavalry approaching along a road that runs in front of your post. They are carrying two standards. What do you do?

34. As the column passes you see it is followed by a carriage in which are some officers. One of the officers has on a brigadier-general's uniform. What do you do?

35. An officer approaches along your post. When he is thirty paces away you halt and face out, etc. Just at this time an enlisted man crosses your post. What do you do?

36. You discover that the tent fly over one of the kitchen tents is on fire. What do you do?

37. A sentinel approaches the guard tent with two prisoners. He calls out, "No. 1. Two prisoners." What do you do?

38. Assume it is about midnight. A group of men approach your post. You challenge them and one of the party replies, "Officer of the camp, and friends." What do you do?

Assume you are a sentinel in charge of three prisoners. What would you do in the following cases?

39. An officer passes and the prisoners salute him.

40. One of the prisoners is handed some tobacco by a civilian.

41. One of the prisoners refuses to do the work you tell him to do.

42. One of the prisoners runs at you with a shovel in his hands.

43. One of the prisoners escapes from you.

44. A wagon starts to pass between you and the prisoners.

45. While working, the prisoners become well separated.

46. How near would you keep to your prisoners?

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Assume you are detailed as orderly for the commanding officer.

47. When the guard reached the guard tent, the commander of the guard told you to fall out and report to the commanding officer as orderly. You go straight to his tent and report. Did you do right?

48. You find the commanding officer in his tent. You enter without knocking, take off your cap, and say, "Sir, I was ordered to report to you as orderly." What is wrong about this?

49. You are sitting in a chair outside the commanding officer's tent smoking a cigarette. You hear him call, "Orderly!" You walk slowly in his tent and stand at ease, one hand resting on his desk, and wait for instructions. What have you done that is wrong?

50. The commanding officer says, "Tell Major A I would like to see him." State just exactly what you would do and say, assuming you found Major A talking to another officer.

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Solutions to Problems in Guard Duty.

1. The introduction, page 3, gives this information.

2. Ask the corporal of your squad, or any noncommissioned officer of your company, to explain to you anything you don't understand about guard duty. If you are on guard, ask the corporal of your relief (pars. 145, 221, and 215).

3. See paragraphs 2 and 36. It is your duty to examine the company bulletin board every day to see if you are detailed for any duty for the next day. Of course, you may receive an order at any time of the day or night detailing you for guard.

4. No. You should put your rifle in its proper place (par. 204). You may take off your hat if you get permission (pars. 94 and 201). If your belt is properly adjusted, it must not be further loosened, nor should you unbutton your blouse. Your uniform and equipment must be worn in the proper manner.

5. No. See paragraph 200.

6. Not unless ordered to do so (pars. 94 and 204).

7. When on guard you are subject to the orders of the commanding officer, the officer of the day, and the officers and noncommissioned officers of the guard only (par. 202). This does not mean, however, that you need not obey any order from any of your superiors, if it does not conflict with your orders, instructions, or duties as a member of the guard. In this particular case you must obey, at once, the order to stop your loud talking, but, as it is your duty to report back at the guard tent as soon as you get your blanket, you should tell the first sergeant, in a very respectful manner, that you are on guard and have to get back to the guard tent. Even should he insist on

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your policing the grounds, you should not do so, but should return to the guard tent at once and report the facts to the corporal of your relief.

8. Yes, certainly (par. 202). Obey, promptly and cheerfully, any order you receive from your commanding officer, the officer of the day, an officer of the guard, the sergeant of the guard, or a corporal of the guard.

9. Move promptly and quickly. Fall in at attention in your proper place. Read paragraphs 156, 149, and 131.

10. Wear your uniform correctly and carry yourself in a soldierly manner. It is correct to carry your gun on the left shoulder (par. 210b, 212).

11. Continue walking your post, placing your rifle on your right shoulder. When the officer is about thirty paces away, halt and face outward at attention, stepping back slightly so the officer walking along your post will pass in front of you. When the officer arrives at about six paces from you, come from the right shoulder to the present. When the officer halts to speak to you, come from the present to the port. As the officer turns to leave you, come back to present arms. As soon as the officer returns your salute, come to the right shoulder and stand at attention until he is about six paces away. Then continue walking your post (pars. 210k, 215, 252, 253, 256, 257, 261, and 262).

12. If your post is nearer to the guard tent than is the post of No. 8, you should at once come to port arms (par. 215) and call out, "Corporal of the Guard, Number 8" (par. 210d). If your post is farther from the guard tent than is post No. 8, you do not repeat the call.

13. You say, "My orders are general and special. My general orders are, to take charge of this post," etc. (repeating word for word all your general orders); then continue, saying, "My special orders are, ——. My post is No. 3 and extends from —— to ——" (then repeat in your own words any other instructions you have). See paragraphs 209, 210, 277, 278, and 215.

14. Come to the port arms (par. 215) and cry out, "The guard, No. 3" (210h and 224). Go at once to the scene

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of the disorder, if it is so near that you can still guard your entire post. Say to the teamsters, "You are under arrest" (par. 218). They then become your prisoners. Stop the fight, using as much force as is necessary, but no more than is necessary. Hold the teamsters prisoners on your post until the patrol arrives (par. 71) to take charge of them.

15. Walk your post as usual. When you arrive opposite to where the officer is seated, halt and face outward as prescribed in paragraph 253. After remaining in this position a few seconds, continue walking your post and pay no further attention to this officer as long as he remains there (pars. 253 and 263).

16. If you are sure you can easily put the fire out yourself and at the same time continue guarding your post, call the corporal of the guard and then put the fire out, reporting the facts to the corporal when he arrives (pars. 219 and 221). It would be wrong to alarm the whole camp in this case by crying out "Fire. No. 3."

17. Fire off your rifle (in the air) and cry out, "Fire. No. 3." Continue doing this until you are sure the camp is alarmed (pars. 210h, 215, and 224).

18. If you are not satisfied that the soldier is the regimental commissary sergeant, call the corporal of the guard and do not let any rations be removed until he comes. Whenever in doubt, call the corporal of the guard, and let him decide what shall be done (pars. 210a, 210j, and 145).

19. See paragraphs 210e, 215, 220, and 169.

20. Sentinels must walk their post unless special permission is given to stand at ease, or unless it rains and sentry boxes are provided (pars. 210b, 212, 213, and 214).

21. Continue walking your post. Sentinels salute colors and standards not cased (pars. 210k, 252, 253, 256, and 267). These are flags carried by military organizations and they are always accompanied by a guard. Engineers, the Coast Artillery Corps, and infantry have colors. The national color is the "Stars and Stripes." The battalion, regimental, or corps color is a flag of the same size as the national color, but is scarlet for the engineers

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and coast artillery, and blue for the infantry. Cavalry and field artillery have similar flags which are called standards. The regimental standard of cavalry is yellow; of field artillery, scarlet. These are the only flags sentinels are required to salute. If the flags are covered so they can not be seen, they are cased and are not saluted.

22. Certainly you are responsible. You are required always to keep such a sharp lookout that no order which you are instructed to enforce can be violated without your knowing it (210b, 210c). If you intentionally turn your back so as not to see the person cross your post, you have committed even a much greater offense than if you were only careless about doing your guard duty.

23. Salute as in problem No. 11. If you were talking to an officer, paragraph 264 applies.

24. Walk your post toward the relief, if it does not interfere with guarding your post. (When a sentinel sees anyone approaching from whom he receives orders, it is proper to walk toward this person, if it doesn't interfere with guarding his post.) When within thirty paces of the relief you should halt, as prescribed in paragraphs 223 and 258. Come to the port arms when the corporal commands "Number 3" (pars. 223 and 150). Transmit your special orders to the new sentinel (pars. 161, 222, and 223). When the corporal commands, "Posts," comply with paragraph 152.

25. Continue walking your post while the musicians sound retreat. At the first note of the "Star Spangled Banner" (or of "To the Colors," if there is no band), halt, facing the flagstaff, and stand at attention at the right shoulder until the last note is sounded, and then present arms. Then return to the right shoulder and resume walking your post. If the "Star Spangled Banner" is played by the band on a formal occasion other than retreat, sentinels stand at attention at the right shoulder, facing outward until the last note is sounded, but do not present arms.

(*It is a general rule, however, that saluting must not be permitted to interfere with the other duties of a sentinel.*)

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26. Come to the port arms and move rapidly toward the person. When within about thirty paces of him, call out sharply, "Halt." When the person has halted, call out, "Who is there?" When he answers "Friend," you say, "Advance, friend, to be recognized." While he is advancing you hold your gun ready to use it. Either port arms or the position of "guard" in bayonet exercise is good. No one position is absolutely prescribed. When the person advances and you see he is one not authorized to pass, halt him again (arrest him), and call the corporal of the guard (pars. 2101, 218, 225, 226, 231, 233, and 238).

27. Advance toward and halt the party as in problem 26. When you receive the answer "Officers of the camp," you say, "Advance one to be recognized." See that only one of the party advances; the rest must remain halted (par. 230). Just as soon as you recognize that the person advancing is an officer, you say, "Advance, officers of the camp" (pars. 230, 231, 232, 237, and 238). You then salute all the officers according to the rules in paragraphs 252, 253, 257, and 262.

28. When any person or party comes on or near your post you halt them, and when you have cried out "Halt" they become your prisoners for the time being. If they attempt to escape your duties are prescribed in paragraph 361. You must not follow the person or party if you thereby leave your post unguarded; you should call, "The guard, No. 3," so that extra sentinels may be posted and the prisoner pursued. (In camps of instruction, call the corporal of the guard, par. 219.)

29. Halt the party, leaving the sergeant, if necessary. If the answer to your challenge indicates that the party ranks higher than (is senior to) the sergeant (par. 236), you advance them at once, paying no further attention to the sergeant, but if the party is junior to the sergeant you return to the latter, but must watch the new party to see that they neither come forward nor go away (par. 235).

30. You remain responsible for your whole post (par. 210a), and must make frequent inspections even if the rain continues.

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31. Comply with paragraphs 239 and 240.

32. See paragraphs 225, 231, and 370. Halt him again (arrest him) and call the corporal of the guard.

33. Come to port arms and cry out "Turn out the guard. Armed party;" then cry out "Turn out the guard. National Standard" (pars. 211m, 241, 242, and 245). Salute when they come within saluting distance (pars. 252, 253, 256, and 259).

34. Come to port arms and cry out "Turn out the guard. General officer" (pars. 241, 245, and 265). (All officers above the rank of colonel are general officers.) Salute as prescribed.

35. Unless you have orders to the contrary, enlisted men should not be permitted to pass without reporting at the guard tent (par. 247). Saluting must not interfere with the performance of your other duties. You should at once come to port arms and move quickly along your post, call the enlisted man back and direct him to report at the guard tent if he wishes to cross. Having done this, proceed with your saluting, if the officer is yet within saluting distance; otherwise walk your post.

36. Come to port arms and cry out "Corporal of the guard. No. 1," and report the facts to him (pars. 210h, 215, 221, and 248).

37. See paragraphs 359 and 362.

38. You cry out "Corporal of the guard. Officer of the camp and friend" (par. 249). Then comply with paragraph 250.

39. Order the prisoners not to salute anyone (par. 314).

40. In the first place, a sentinel, if properly alert, would not have permitted such a thing to happen (par. 360). Require the civilian to stay away from the prisoners; make the prisoner lay the tobacco down and move on, then get the tobacco yourself and report the whole matter to the corporal of the guard at the first opportunity.

41. March the prisoners back to the guard tent and report the fact (pars. 363 and 362).

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42. Fire on him, ordering him tc halt first, if you have time. If your gun is not loaded, defend yourself as best you can, using your bayonet, or your gun as a club. Cry out, "The guard" repeatedly.

43. If you have let a prisoner escape, fire your piece and call out "The guard" repeatedly, and at the same time double time the remaining prisoners back to the guard tent and report the facts.

44. Stop the wagon and place yourself and the prisoners in such a position as to avoid losing sight of them (par. 360).

45. See paragraph 360, which should be carefully studied.

46. Keep the prisoners from ten to thirty paces away—far enough away so they can not suddenly turn and attack you before you are ready to meet them, and near enough so you can observe all their actions and so they have no opportunity to escape.

47. No (par. 191).

48. If not called by the person in the tent, always knock before entering and wait until told to come in. Under arms, or with side arms (belt and bayonet), you do not uncover on entering a tent or a room. Report as prescribed in paragraph 191.

49. Even though permitted to sit down, don't slouch. Be soldierly. You are not authorized to smoke or chew while on duty. When you hear the commanding officer call "Orderly," answer at once "Here, sir," or "Yes, sir," to indicate you have heard the call, and then move promptly and in a military manner. Halt at attention and salute when you are about two paces from him.

50. Salute the commanding officer (this means you understand what to do), face about, and proceed to find Major A. Don't loiter or slouch. Halt at attention within a few paces of Major A. When either Major A or the officer to whom he is speaking looks toward you, salute and say, "Sir, I have a message for Major A from the commanding officer." You will then be directed to deliver the message, or, if the officer speaking to Major A

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ranks higher than your commanding officer, you may be directed to wait in the vicinity until Major A is at liberty to speak to you. When you deliver the message, say, "Sir, the commanding officer presents his compliments to Major A and says he would like to see him" (par. 195). When delivering a message from one officer to another, you should always say "——— presents his compliments to ———" whether the officer said to do so or not. Use this expression only when delivering a message from one officer to another officer—never when either person is an enlisted man.

If you find Major A alone, salute and deliver the message. Return at once to the commanding officer with Major A's answer, saluting Major A as you leave.

By order of the Secretary of War.

E. M. WEAVER,
Lieutenant-Colonel, General Staff Corps,
Chief of Division.

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